

Request for Clarification on Load Shedding Schedule

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request clarification regarding the load shedding schedule in our area. We have noticed inconsistencies in the timings and would appreciate a clearer understanding to help us manage our activities accordingly.

Could you please provide us with the updated load shedding schedule or any documentation that outlines the expected times and frequency of power outages? This information would greatly assist us in planning our daily routines more effectively.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]